

(This tender aims for already enlisted contractors for this work with HOCL Kochi Unit. Any new contractor who wish to empanel for this type of work may submit their credentials so that they will be evaluated and pre-qualified and shall be considered for similar future work)



HINDUSTAN ORGANIC CHEMICALS LIMITED
(A Government of India Enterprise)
AMBALAMUGAL, Ernakulam District, PIN – 682 032.
Phone: (0484) 2720911, FAX No. (0484) 2720893

E- TENDER NOTICE

HOCL Invites e-Bids under the **Single Bid** system for the following work:

Sl. No.	Description of Item and Tender No.
1	CUMENE CATALYST UNLOADING & LOADING HOCL Tender Ref : MEC30152/2377

Tender documents may be downloaded from www.hoclkochi.com or www.eprocure.gov.in.

Interested parties may please get registered with NIC e procurement portal (URL: <https://eprocure.gov.in/eprocure/app>.) to participate in the tender. Tenders submitted other than through online procedure specified will not be accepted. Please visit the above sites regularly for any addendum/ corrigendum/ extension before submitting the offers.

Please submit your E-bids under the **Single Bid system** confirming to the specifications and the terms and conditions.

For and on behalf of Hindustan Organic Chemicals Limited
(GSTN:32AAACH2663P1ZG),(CIN:I99999MN1960GOI011895)

L. SHANIL LAL
GENERAL MANAGER (MECHANICAL)



HINDUSTAN ORGANIC CHEMICALS LIMITED
(A Government of India Enterprise)
AMBALAMUGAL, Ernakulam District, PIN – 682 032.
Phone: (0484) 2720911, FAX No. (0484) 2720893

MEC30152/2377

M/s.

Dear Sir,

Hindustan Organic Chemicals Limited is a Government of India Undertaking manufacturing Phenol, Acetone & Hydrogen Peroxide at its plant at Kochi, Kerala, India. HOCL invites e-tenders for **CUMENE CATALYST UNLOADING & LOADING**. HOCL has entered into an agreement with M/s. NIC for e-procurement through their portal <https://eprocure.gov.in/eprocure/app>. You may please get registered as a vendor with NIC for participating in this tender.

Tender documents are uploaded in HOCL website www.hoclkochi.com and <https://eprocure.gov.in/eprocure/app>

Index of documents enclosed is attached herewith. You are requested to kindly go through the (i) Scope of Work (ii) General Instruction to bidders for online bid submission (iii) General Conditions of Contract (iv) Technical Bid(Form A) in-detail before preparing/submitting your tender.

You may submit your offer on two-bid system online before the due date and time specified.

Thanking you,

Yours Faithfully,
For Hindustan Organic Chemicals Limited (CIN: L99999MH1960GOIO11895),

L. SHANIL LAL
GENERAL MANAGER (MECHANICAL)

INDEX

LIMITED TENDER NOTICE FOR CUMENE CATALYST UNLOADING & LOADING

1	Scope of work	ANNEXURE-I
2	General instructions for Online bid submission	ANNEXURE-II
3.	General Terms and Conditions of the tENDER	ANNEXUR - III
4	Special Conditions of Contract	ANNEXURE -IV
5	Check List	ANNEXURE -V
6	ESI, PF, Labour Law etc. – Requirements	ANNEXURE A, B, C & D
7	Labour Laws	
8	Safety, Health & Environment (SHE) Conditions	
9	Proforma of Declaration of Black Listing/ Holiday Listing	

HINDUSTAN ORGANIC CHEMICALS LIMITED

(A Government of India Enterprise)
Ambalamugal P.O.,Ernakulam District, Kerala – 682 302.

Tender Ref. No: MEC30152/2377

NAME OF WORK : CUMENE CATALYST UNLOADING & LOADING

***THIS DOCUMENT TO BE SIGNED AND STAMPED BY BIDDER ON ALL PAGES AND
SUBMITTED ALONG WITH THE E-TENDER***

SCOPE OF WORK

Scope of Work Includes but not limited to the following:-

1. Blinding and De-blinding Jobs Connected with Reactor Catalyst Unloading and Loading.
2. Shifting and installation of loading hoppers, vibrating screen, drum filling arrangements, hoses unloading chute etc. to reactor area and installation. Any minor repairs/modifications required on this has to be carried out by the contractor.
3. Assisting the Production Department in making the preparatory jobs for catalyst unloading. All the hose connections are to be provided by the contractor.
4. All equipments required for loading/unloading of the SPA catalyst should be shifted to the site and installed in position at least 3 days before the shutdown from the present location. Every equipment should be checked for operability before the shutdown.
5. Fire hose with adjustable nozzles supplied by HOCL are to be fixed.
6. Suitable fire screen with scaffolding pipe and GI corrugated sheet shall be provided at the north and west side (upto paved area) of the reactor with a height of 10 meters and as per the instruction of Engineer-in-Charge.
7. All tools like spades, scoops etc. required for removal of the spent catalyst are to be arranged by the Contractor. Also front-end loaders, tippers etc. to remove the catalyst from the reactor location to dumping spot to be arranged by the contractor.
8. Before catalyst dumping, the contractor has to ensure that his people are wearing all the personal safety gadgets required. These items will be provided by HOCL except safety shoes and helmet.
9. Catalyst will be unloaded at a temperature of 170°C and the spent catalyst will be in the form of slurry/pellets/lump/powder at 170°C and the catalyst coated material has to be handled with utmost care.
10. Catalyst dumping of 3rd and 4th bed shall be done only after properly cleaning the dust and making the floor clean. The catalyst support both balls/material from the 3rd and 4th bed shall be segregated and the catalyst pellets shall be stored in clean drums for further use in 1st and

2nd bed during the loading. The drums are to be protected from rain and shall be kept air tight as per the instruction of the Engineer-in-charge. Required drums shall be given by HOCL free of cost.

11. All tools, tackles, scaffolding materials, lifting tackles etc. will be in the scope of the contractor. Crane and Forklift when required shall be provided by HOCL at free of cost, for loading the catalyst and shifting of new catalyst drums. For loading the drum to tempo and unloading the same from tempo, Forklift/Crane will be provided by HOCL at free of cost.
12. After isolating the reactor and purging, bottom man way bolts are removed but the cover is held in position with the help of a 'G' clamp.
13. Ropes are to be fixed to the tilt pad pins and 'G' clamp for pulling it out from outside.
14. Pulling out the 'G' and tilt pad pin to allow catalyst and support material to fall down.
15. Alternatively in case HOC decides to dispose the used catalyst removed from reactor to any third party, the contractor shall arrange to load the catalyst into the containers to be placed near the unloading area. Such containers will be of size to hold 10MT to 20 MT of catalyst and can be loaded using front end loader. Necessary tarpaulin to cover the catalyst for protection against rain shall be arranged by contractor. Hence, the contractor may have to keep the front end loader/backhoe ready for about 10 days to clear the entire catalyst from the site. Catalyst/ support material from 3rd & 4th bed shall be removed as per point No: 10
16. In the event of catalyst does not drop, one of the following methods are to be used to unload the catalyst. The approximate quantity of catalyst and its supporting materials to be removed works out to 100MT.

a. Steam Out Method

Connect the swing out elbows provided to the nozzles in the reactor. After alerting all personnel's in the area to maintain a safe distance from the reactor, admit steam to the space above the bed to be unloaded. Each time steam pressurization is done; pressure to be built up has to be strictly as per the instructions of HOCL's Engineer concerned. When the catalyst falls down it has to be removed to safe area. Upper beds are also removed in the same manner after collapsing, the support guides for individual beds. (3rd and 4th bed shall removed as per point No. 10).

b. De Compression Method

In this case, the bottom man way is boxed up using old gaskets and it is supported by 'C' clamp or collapsible legs. Now the man way bolts are removed. Then the reactor depressurized out through the top vent. After venting is over, the top nozzle is closed and steam pressure is allowed to build up (0.3 to 0.5kg/cm) inside the Reactor. After alerting all personnel to keep a safe distance from the Reactor, the collapsible leg/'C' clamp is pulled out so that all the materials will fall down from the bed.

Alternately a dummy gasket of 1.5mm/2mm/2.5 mm thickness is bolted to the bottom man way and N2/Steam pressure is applied on the bed and on attaining the bursting pressure the gasket get busted and because of this the catalyst falls down. This method is to be carried out many times in each bed, until the entire catalyst comes out. HOCL personnel will carry out the application of pressure to the catalyst bed by N2/Steam, whereas all required assistance to be rendered by the Contractor. The gasket sheet required will be provided by HOCL free of cost. Before pressurizing the catalyst bed with N2/Steam pressure, all the personnel should be moved to safe distance.

17. In case all the above methods fail, then an entirely different procedure is to be adopted for taking out the catalyst. After evacuating the Hydrocarbon from the reactor by HOCL, the top man way has to be opened after getting safety clearance. Then fire water using special type of jet is to be put into the reactor and because of the water pressure the catalyst comes out through the bottom man way. If required, poking out the catalyst through the top or bottom man way is to be carried out by the Contractor.
18. After the unloading job is completed, the reactor is to be cleaned thoroughly and it should be made ready for inspection. If a minor repair is to be carried out, the contractor should do the same. All the supporting guides should be ensured for free movements. Inspection of proper cleaning by contractor will be ensured by Engineer-in-Charge.
19. Providing scaffolding at required points for carrying out NDT works like In-situ metallography & Thickness Measurements shall be arranged by contractor.
20. Cleaning on the shell by buffing to be maximum finish (base metal finish) for carrying out the In-situ Metallography (min.10 points). The dimensions of the spot to be buffed is 2 × 2 inch size. The locations, where to be buffed will be intimated at the time of execution of In-situ Metallography as per the Engineer-in-Charge (if required).
21. Assisting the inspecting team engaged in the inspection of the Reactor.
22. If any welding works/NDT job is to be undertaken, it will be arranged by HOCL.
23. Hydrotest the vessel at the test pressure (about 65kg/cm²) as per the instruction of Engineer-in-charge. You shall get the hydrotest witnessed by Engineer – in-charge / 3rd party Inspector.
24. Shifting the fresh catalyst about 82 MT and support materials about 18 MT from the store to site, removal fines from the catalyst using vibrating screen etc. will be in contractor's scope. All necessary steps/procedure should be taken by the contractor for protecting the catalyst from rain during catalyst loading/unloading including construction of temporary sheds near the reactor. The temporary shed shall be rain proof and should have space to keep the opened catalyst drums and loading hoppers. The contractor shall bring sufficient number of tarpaulin sheets to cover the drum in case of rain.
25. Level of support materials and catalyst to be filled in each bed is to be marked. Bottom man way tilt pad etc. are to be fixed back.
26. Prepared support materials and catalyst is to be taken to the top of the Reactor by the use of the crane/hoist/winch and to be filled on each bed to the specified height. Leveling is to be done after filling in each bed. Bolts and gaskets of the top nozzles are to be protected from catalyst material while loading operation is going on. Once the first bed loading is completed, grids for the next are to be fixed in position.
27. Likewise loading of all four beds is to be completed. (Catalyst material for 3rd & 4th bed shall be done only after the clearance from Production department for the use of old catalyst).
28. Once the loading operation is completed, reactor is to be boxed up and all blinds to be removed, wherever blinds were put.
29. Contractor has to assist the production department in air freeing, pressure test, Nitrogen leak test, etc.
30. After the completion of the catalyst changing, all the site-clearing jobs are to be done by the contractor.

31. Apart from above, any jobs connected with the catalyst replacement have to be done by the contractor as and when required for satisfactory completion of the work within the stipulated period.
32. In case the contractor is awarded with any labour supply contract, it should be ensured that manpower supplied in that contract should not be utilised for this work. Contractor has to make a register of labours deployed for catalyst work and get the signature from Engineer-in-charge every day.
33. Appropriate insurance should be arranged by the contractor for the coverage of the liability to the people employed by them, arising out of any accident occurring during the execution of this Cumene Reactor Catalyst unloading and loading job.
34. HOCL will not take any liability whatsoever pertaining to men, materials deployed by the contractor.
35. HOCL Engineer in - charge will have the right to stop the job at any time if the contractor or his men are found violating any safety procedure of the Company and if the progress and quality of the same is not satisfactory. Then the job will be got done through some other agency at the cost and risk of the contract.
36. Contractor should do all other connected jobs with this work.
37. The fabrication and erection of temporary shed near the reactor to safeguard the new catalyst from rain and adverse weather condition is in contractor's scope. The shed should be completed before six days of commencement of Catalyst loading work.
38. The fabrication and erection of the fire screen with GI sheet on the north side and west side of the reactor up to a height of 10 mtrs (approx) shall be in the contractor's scope as per clause No. 6. The fire screen shall be completed well before 6 days of commencement of the catalyst unloading work. You shall provide water Spurger / sprinkler at the top of the fire screen for the entire length.
39. You should put qualified Supervisors round the clock till entire work is over All personnel deployed by you should wear personnel protective equipments like helmets, gumboots/safety shoes goggles etc. and the same has to be arranged by the Contractor.
40. You should ensure that required manpower, Tools, Tackles, Wheelbarrows, Shovels etc. is available at site in adequate quantity.
41. You should not divert the personnel deployed for Cumene Catalyst replacement work for any other work.'

Party shall be able to provide separate crews for day (08.00AM to 08.00PM) (12 hrs. shift) and night (08.00 PM to 08.00 AM) comprising of minimum of the following:

Day Shift (08.00AM to 08.00 PM)

- | | | |
|------------------|---|---------|
| 1. Fitter | : | 4 Nos. |
| 2. Riggers | : | 15 Nos. |
| 3. Helper | : | 5 Nos. |
| 4. Gasket Cutter | : | 1 No. |
| 5. Supervisor | : | 2 Nos. |

Night Shift (08.00PM to 08.00 AM)

- | | | |
|------------------|---|---------|
| 1. Fitter | : | 4 Nos. |
| 2. Riggers | : | 10 Nos. |
| 3. Helper | : | 5 Nos. |
| 4. Gasket Cutter | : | 1 No. |
| 5. Supervisor | : | 2 Nos. |

The above figures are only notional, you may have engage more people as the situation warrants.

General instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the Central Public Procurement Portal(Govt. Of India), using valid **Digital Signature Certificates**. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

1. Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "**Online bidder Enrolment**" on the CPP Portal which is **free of charge**.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

SUBMISSION OF BIDS

1. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument.
4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If

the BOQ file is found to be modified by the bidder, the bid will be rejected.

6. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
9. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
10. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

Contact Person (National Informatics Centre)

Mr.Midhun Babu
Co-ordinator(NIC-HOCL)
Mob: 8921387812, 8547196394, 0484 2727401

HINDUSTAN ORGANIC CHEMICALS LIMITED

(A Government of India Enterprise)
Ambalamugal P.O.,Ernakulam District, Kerala – 682 302.

HOCL Tender Ref : MEC30152/2377

NAME OF WORK : CUMENE CATALYST UNLOADING & LOADING

GENERAL TERMS AND CONDITIONS OF THE TENDER

THIS DOCUMENT TO BE SIGNED AND STAMPED BY BIDDER ON ALL PAGES AND SUBMITTED ALONG WITH THE E-TENDER

EARNEST MONEY DEPOSIT

Quotation shall accompany an EMD of ₹9,750/- shall be paid by crossed DD/Bankers Cheque. Details of bank transfer should be indicated in your technical offer. Quotations not accompanied with EMD, are liable to be rejected.

EMD of the tenderer will be forfeited under the following conditions:-

1. If after opening of the tender, the tenderer revokes his tender or increase his quoted rates.
2. If the tenderer does not commence the work after awarding the contract.
3. No interest on EMD will be paid.
4. EMD of the successful tenderer will be adjusted against the security deposit.
5. EMD of unsuccessful bidders shall be refunded after finalization of the contract and no interest shall be payable.
6. The tender is revoked or varied during its validity period.
7. The Prices are increased unilaterally after the tender opening and during its validity.
8. The tenderer after intimation of acceptance of the tender fails to execute the agreement/or furnish security deposit within the stipulated time.

RATES

Rates quoted shall be inclusive of all taxes, duties, octroi and other levies etc. GST, in case applicable shall be paid extra. The bidder should have GST registration with Central Excise Department.

SECURITY DEPOSIT

Total security deposit shall be 10% of contract value/actual value of work

Initial security deposit @ 2.5% of the contract value shall be remitted with HOCL, Kochi in the event of work order, (within 21 days from the date of receipt of work order.)

Balance 7.5% will be recovered from the 1st and subsequent running bills/final bill against security deposit at a rate of 10% of the total actual value of work executed on completion of work is recovered.

Security deposit shall be released after the guarantee period.

LIQUIDATED DAMAGES

If the work is not completed within the stipulated time, the contractor is liable to pay a LD of ½% of the total contract value **PER DAY** of the delay or part there of subject to a maximum of 5% of the contract value.

PERIOD OF CONTRACT

The period of the contract shall be **ONE YEAR** from the date of issue of work order.

SCOPE OF SUPPLY

MATERIAL

a. Contractor's Scope

All tools and tackles, scaffolding materials, material for the shed, safety appliances, etc. whatever required for the smooth / satisfactory execution of the job has to be brought by the contractor.

b. HOCL Scope

There is no Departmental Materials to be supplied to the contractor. HOC will provide only catalyst and supporting balls, gaskets and hand lamp for the work.

TOOLS & TACKLES

a. Contractor's Scope

All machines, tools and tackles required for the job also to be arranged by the contractor.

b. HOCL Scope

Nil.

TIME OF COMPLETION

The entire job must be complete within 30 days from the date of clearance to start the job excluding the days for inspection and repair. However you should put all efforts by putting people on round the clock basis etc. to complete the same before the stipulated period of 30 days.

The work is planned to be carried out during March - April-2019. In case the work is to be started urgently, you have to mobilize your team within 4 working days from the date of intimation to start the work.

VALIDITY OF THE TENDER

The tender shall be kept valid for acceptance for a period of THREE months from the last date prescribed for receipt of the tender.

A Tenderer shall not be entitled during the said period of three months without the consent in writing of the company to revoke or cancel his tender or to vary the tendered rate or any terms thereof.

PRICE

The Contract will be awarded on fixed all-inclusive price unless otherwise specified. All rates in the tender shall cover applicable taxes, levies and duties. However applicable GST will be paid by HOCL subject to the successful tenderer having GST registration with Central Excise.

The price shall be quoted both in figures and words. In case a tenderer has quoted two different prices in words and figures the lower of the two will be considered valid and binding on the tenderer.

PAYMENT TERMS

25 % of the total order value will be paid after completion of the Catalyst unloading and certification by the Engineer-in-charge.

Next 25 % will be paid after the Catalyst loading operation is completed satisfactorily.

Balance 50 % will be paid when the entire job is completed and site cleared and certification by the Engineer-in-charge.

CONTRACT PREFERENCE

Contract / Price Preference or any other concessions applicable for **MSME / SSI Units /PSUs** will be as per latest Government of India Directives. For availing this benefit, the bidder shall make their claim in the Technical Bid itself and enclose necessary documentary evidence to prove their eligibility.

DEFECT LIABILITY PERIOD

As per GCC.

GUARANTEE

Contractor shall guarantee the work for a period of three months from the date of issue of Completion Certificate. Any damage or defect that may arise or lie undiscovered at the time of issue of completion certificate, connected in any way with the workmanship, shall be rectified by the Contractor at his own expenses as deemed necessary by the Engineer-in-charge.

OTHER TERMS AND CONDITIONS

GENERAL CONDITIONS OF CONTRACT (GCC) OF HOCL

The General Conditions of Contract of the company is applicable to, and forms part of the contract. The General Conditions of Contract of HOCL is available in the office of The Chief General Manager (P&A) of HOCL, Ambalamugal or can be downloaded from our Web site www.hoclkochi.com.

RIGHT TO ISSUE ADDENDUM

The company reserves the right to issue any addendum to the tender document to clarify/amend/supplement and/ or delete any of the conditions, clauses or terms stated in the tender documents. Each addendum issued shall be distributed to the tenderer or his authorized representative and each such addendum shall become part of the tender documents.

DUE DATE & TIME: Due date for submission of tender is (Closing date) 20/12/2018 at 02.00 pm.

OPENING OF BIDS: The Technical Bids will be opened on 21/12/2018 at 02.00 PM electronically. Technically acceptable bidders will be informed about the date and time of opening of the price bids by emails.

VALIDITY OF OFFER: Offer shall be valid for a minimum period of 90 days from the last date of submission stipulated for the tender.

SUBMISSION OF BIDS: Refer Annexure II.

PRICE BID SUBMISSION-BOQ: Bidders are requested to note that they should necessarily **submit their financial bids in the format provided and no other format is acceptable.** If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. **Bidders are required to download the BOQ file, open it and complete the blue coloured (unprotected) cells with their respective financial quotes and other details** Refer Instructions to Bidder for Online Bid Submission. **(such as name of the bidder).** No other cells should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

RIGHT TO REJECT A BID: HOCL reserves the right to reject any bid due to reasons such as (a) Vendor not following above bidding procedures (b) Vendor not being technically acceptable to HOCL (c) Not enclosing EMD with the techno commercial bid or EMD paid being lesser than the stipulated amount (d) Vendor not agreeing with the general conditions of the tender. (e) Not enclosing any particular documents asked for (f) Any other valid reasons.

SIGNING & STAMPING ON ALL PAGES OF BIDS: The vendor shall sign and stamp on all the pages of the bids uploaded, failing which bids are liable to be rejected.

HINDUSTAN ORGANIC CHEMICALS LIMITED

(A Government of India Enterprise)
Ambalamugal P.O.,Ernakulam District, Kerala – 682 302.

HOCL Tender Ref : MEC30152/2377

NAME OF WORK : CUMENE CATALYST UNLOADING & LOADING

SPECIAL CONDITIONS OF CONTRACT

THIS DOCUMENT TO BE SIGNED AND STAMPED BY BIDDER ON ALL PAGES AND SUBMITTED ALONG WITH THE E-TENDER

1. All manpower, tools, tackles, hydraulic test pumps, lifting tools, ropes, wire brushes, chain pulley block, wheel barrows etc. whatever required for the work are to be arranged by the contractor. **A list of tools and tackles intended to be brought for the work by the contractor has to be kept along with the bid.**
2. Spiral wound Gaskets, bolts, nuts, fasteners required for the work will be supplied by HOCL free of cost **as per requirement**. But HOC will issue only the gasket sheets for initial blinding. It has to be cut to the correct size by the contractor at his cost.
3. Safety Helmets, safety shoes, goggles, safety belts and other PPEs etc. for the workmen and supervisor employed for the work are to be arranged by the contractor.
4. No work to be carried out without wearing safety gadgets (PPE's), work order, confined space entry record and safety work permit by the employees of the contractor.
5. This work is a **shutdown activity** and you have to put all efforts to complete the work in time. Also you have to deploy people on round the clock basis if situation warrants as per the instruction of Engineer-in-Charge.
6. The entire work is to be carried out as per the standard engineering practice and subjected to stage inspection by HOC/3rd party inspection agency.
7. All debris, waste etc. arising out of the job should be segregated weighed, transported and dumped into the scrap yard as per the instruction of Engineer-in-Charge at your cost. The contractor also has to abide by the guidelines for Environmental Protection.
8. HOC has every right to stop the work if the progress and quality of work is found unsatisfactory. The balance work will be carried out by HOC through another agency at the cost and risk of the first contractor.
9. Contractor has to mobilise the complete team with necessary tools and tackles within 24 hours from the time of intimation to start the work.
10. Either the contractor or his authorised supervisor shall be available at work site throughout the work.

11. The quantity shown can vary i.e. Increase or decrease depending upon the situation. However, the rate and other terms and conditions shall be same throughout the pendency of the contract for which the contractor shall be ready.
12. Appropriate insurance shall be arranged by the contractor for the coverage of the liability to the people employed by them, arising out of any accident occurring during the execution of the work.
13. The Contractor shall follow all clause in Annexure –A, B & C like ESI, Safety Regulations and General Conditions of Contract, Workmen Compensation, Personal Protective Equipments (PPE), Labor Laws, PF, Guidelines to contractors / suppliers for environmental protection & Confined Space Entry
14. Contractor shall get prior permission from the Engineer-in-Charge for bringing the material to HOC.
15. Contractor shall ensure that a standby person is kept outside the man-way nozzle when the work is inside a confined space.
16. You are requested to visit the site to ascertain the exact quantum of work/site condition before submitting your offer.

HINDUSTAN ORGANIC CHEMICALS LIMITED

(A Government of India Enterprise)
Ambalamugal P.O.,Ernakulam District, Kerala – 682 302.

HOCL Tender Ref : MEC30152/2377

NAME OF WORK : CUMENE CATALYST UNLOADING & LOADING

CHECK LIST

THIS DOCUMENT TO BE SIGNED AND STAMPED BY BIDDER ON ALL PAGES AND SUBMITTED ALONG WITH THE E-TENDER

1. Details of EMD enclosed:

DD No. _____ Dated _____ Amounting to _____

Name of the Bank : _____.

2. Scope of work, general terms and conditions, special conditions of contract, Annexure A, B & C to be signed and stamped on all pages, scanned and uploaded.

3. Annexure D - duly filled, signed and stamped, scanned and uploaded.

Signature of the Tenderer :

Name of the Tenderer :

Address :

Place :

Date :